

**IDAHO CONTRACTORS BOARD**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Conference Call Minutes of 9/18/2018**

**BOARD MEMBERS PRESENT:** Gary R Bond - Chair  
Rodney Underhill  
J Robert Pilote  
Todd B Webb

**BOARD MEMBERS ABSENT:** David S Shurtleff

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Deputy Bureau Chief  
Julie Eavenson, Administrative Support Manager  
Eric Nelson, Board Prosecutor  
Maurie Ellsworth, General Counsel  
Kim Aksamit, Technical Records Specialist II

**OTHERS PRESENT:** Jose Cuellar, Cassidy Mylander, Thom Kirby and Douglas Pickrell

The meeting was called to order at 10:00 AM MDT by Gary R Bond.

**APPROVAL OF MINUTES**

Mr. Webb made a motion to approve the minutes of August 21, 2018. It was seconded by Mr. Pilote. Motion carried.

**LEGISLATIVE REPORT**

Ms. Cory said that the Bureau will be working on putting together legislative outreach meetings similar to the meetings last year with Board Members and Legislators. She said the Bureau would be reaching out to Board members in the next several weeks to see when they would be available to meet with legislators in their communities.

**INTERIM COMMITTEE: OCCUPATIONAL LICENSING & CERTIFICATION LAWS COMMITTEE**

Ms. Cory let the Board know that, as of today, the Interim Committee has not scheduled its next meeting.

**FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$139,773.86 as of August 31, 2018. The Chair asked how 27 percent of the operating expenses have been used when the Board is only two months into the fiscal year. Ms. Hall let the Board know that there are a few things that get pre-paid at the beginning of the fiscal year that impact the operating expenses.

Ms. Cory said she reviewed the 2018 financials and the revenue was at \$101,000 and expenses were at \$142,000; this year revenue is at \$117,000 and the expenses are \$158,000. At this time last year, the cash balance was at \$178,000; this year it's at \$139,000. The Board's renewals come in around the December/January time frame, so typically the uptake isn't seen until later in the year. The Board is proportionately tracking the same as last year with revenue and expenses. At the end of fiscal year 2018 the Board's cash balance increased by over \$62,000.

## **DISCIPLINE**

Mr. Nelson presented Stipulation and Consent Orders in cases CON-18-58, CON-2018-75, CON-2018-78, CON-2018-82, CON-2018-99 and CON-2018-106. Mr. Underhill made a motion to approve the Consent Orders and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Webb. Motion carried.

## **FINAL ORDER**

Mr. Nelson presented Findings of Fact, Conclusions of Law and Final Orders in cases CON-2018-49, CON-2018-55 and CON-2018-76. Mr. Webb made a motion to approve the Final Orders and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Underhill. Motion carried

## **OLD BUSINESS**

The Board reviewed the To Do List and no action was taken.

## **NEW BUSINESS**

## **EXECUTIVE SESSION**

Mr. Webb made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Mr. Underhill. The vote was: Mr. Webb, aye; Mr. Pilote, aye; Mr. Underhill, aye; and Mr. Bond, aye. Motion carried.

Mr. Underhill made a motion to come out of executive session. It was seconded by Mr. Pilote. The vote was: Mr. Webb, aye; Mr. Pilote, aye; Mr. Underhill, aye; and Mr. Bond, aye. Motion carried.

## **APPLICATIONS**

Mr. Pilote made a motion to approve the following pending additional information and review by the Chair:

901161406

It was seconded by Mr. Webb. Motion carried.

Mr. Pilote made a motion to table the following for additional information:

901154560

It was seconded by Mr. Underhill. Motion carried.

Mr. Pilote made a motion to approve the following for registration:

COPPERCLOUD RAIN GUTTERS LLC	RCE-49024
STK CONSTRUCTION AND REMODELING LLC	RCE-47757

It was seconded by Mr. Webb. Motion carried.

## **EXECUTIVE SESSION**

Mr. Pilote made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Mr. Underhill. The vote was: Mr. Webb, aye; Mr. Pilote, aye; Mr. Underhill, aye; and Mr. Bond, aye. Motion carried.

Mr. Pilote made a motion to come out of executive session. It was seconded by Mr. Underhill. The vote was: Mr. Webb, aye; Mr. Pilote, aye; and Mr. Bond, aye. Motion carried.

Mr. Webb made a motion to approve the following for registration:

EAGLE EYE DESIGN & REMODELING LLC	RCE-45958
CLEARWATER SERVICES & CONSTRUCTION LLC	RCE-48722
FLAWLESS FENCING LLC	RCE-48807
SB CONCRETE LLC	RCE-48878
HARDSCAPE NORTHWEST LLC	RCE-49017
DELGADO DAMIAN	RCT-48264
DOERFLER THOMAS	RCT-48823
MCFARLAND ANDREW GREGORY	RCT-48943
TEICHMER JAROD WILLIAM	RCT-48930

It was seconded by Mr. Underhill. Motion carried.

Mr. Underhill made a motion to approve the following for registration:

VELA CONSTRUCTION LLC

RCE-49088

It was seconded by Mr. Webb. Motion carried.

Mr. Underhill made a motion to deny the following based on Rule 165:

SNOWBALL MARK CASEY

It was seconded by Mr. Pilote. Motion carried.

Mr. Underhill made a motion to table the following for additional information:

901161882

901153965

901154560

It was seconded by Mr. Pilote. Motion carried.

Mr. Pilote made a motion to table the following for additional information:

901161268

It was seconded by Mr. Webb. Motion carried.

Mr. Pilote made a motion to approve the following pending receipt of additional information:

901161442

901161818

It was seconded by Mr. Underhill. Motion carried.

**NEXT MEETING** was scheduled for October 10, 2018 at 1:00 PM MDT.

## **ADJOURNMENT**

Mr. Webb made a motion to adjourn the meeting at 12:24 PM MDT. It was seconded by Mr. Pilote. Motion carried.

---

Gary R Bond, Chair

---

Rodney Underhill

---

J Robert Pilote

---

Todd B Webb

---

David S Shurtleff

---

Tana Cory, Bureau Chief